

KNOX COUNTY COMMISSION

Regular Commission Meeting

Monday ~ March 19, 2018 – 2:00 p.m.

The regular monthly meeting of the Knox County Commission was held on Monday, March 19, 2018, at 2:00 p.m., at the County Courthouse, 62 Union Street, Rockland, Maine.

Commission members present were: Carol L. Maines, Commissioner District #1, Richard L. Parent, Jr., Commissioner District #2. (Commissioner Sharyn Pohlman was not present)

County staff present included: County Administrator, Andrew Hart, Administrative Assistant, Wendy Galvin, Airport Manager, Jeff Northgraves, Chief Deputy, Timothy Carroll, and Finance Director, Kathy Robinson.

Others in attendance: None

Regular Meeting – Agenda **Monday – March 19, 2018 – 2:00 p.m.**

AMENDED – DATE CHANGE

- I. 2:00 Meeting Called To Order**
- II. 2:01 Public Comment** - Public Comment during other portions of the meeting will only be granted by permission of the chair.
- III. 2:05 Consent Items**
 - 1. Approve Consent Items as Presented:
 - i. Agenda - Non Agenda Items Only Permitted if Emergency in Nature.
 - ii. Monthly Written Departmental Reports.
 - iii. Reserve Withdrawals.
- IV. 2:10 Action Items**
 - 1. Act on Approval of the Transfer of Forfeited Assets in the form of \$6,000.00 (*or any portion thereof*) to Knox County in the *State of Maine v. William Rankin*.
 - 2. Act on Approval of a K-9 Purchase and Sale Agreement and Authorize the County Administrator to Sign the Agreement.
- V. 2:20 Discussion Items**
 - 1. Update on Jail Roof Repair/Replacement Project.
 - 2. Update on Jail HVAC Repair/Replacement Project
 - 3. Update on Courthouse HVAC Project.
- VI. 2:35 Other Business**
- VII. Adjourn**

I. Meeting Called to Order

Chair Maines called the regular meeting of the Knox County Commission to order at 2:00 p.m.

II. Public Comment

Chair Maines asked for public comment. There was none.

III. Consent Items

- 1. Approve Consent Items as Presented:
 - i. Agenda – Non Agenda Items Only Permitted if Emergency in Nature – None

- ii. Monthly Written Departmental Reports – Nothing to add
Reserve Withdrawals – None

- *A motion was made by Chair Maines on Approval of Consent Items as Presented. The motion was seconded by Commissioner Parent. A vote was taken with all in favor.*

IV. Action Items

1. Act on Approval of the Transfer of Forfeited Assets in the form of \$6,000.00 (or any portion thereof) to Knox County in the State of Maine v. William Rankin.

If this Act is approved, it does not guarantee that the County will receive the funds but will inform the State's Attorney General's Office that the County will accept the funds if offered. Chief Deputy Carol indicated that it is likely that the County will receive the funds,

- *A motion was made by Commissioner Parent on Approval of the Transfer of Forfeited Assets in the form of \$6,000.00 (or any portion thereof) to Knox County in the State of Maine v. William Rankin. The motion was seconded by Chair Maines. A vote was taken with all in favor.*

2. Act on Approval of a K-9 Purchase and Sale Agreement and Authorize the County Administrator to Sign the Agreement.

The Commission reviewed a purchase and sales agreement between Deputy Alicia Averill of the Sheriff's Office and Knox County to purchase a shepherd/Lab Mix named "NEO" for tracking and apprehension. This agreement is similar to those used in the past, and has been reviewed by the County's attorney. The only real difference is that the County has a reimbursement clause now. If the dog ends up leaving with the employee and working for another law enforcement agency, then that agency would reimburse us in the first 5 years so that the County can recoup some of the initial training costs. Chief Deputy Carroll indicated that NEO has tested for tracking, that the dog's trainer, Alicia Averill, has done some basic obedience type training, and that NEO will be starting at the academy this week.

- *A motion was made by Commissioner Parent to Approval of a K-9 Purchase and Sale Agreement and Authorize the County Administrator to Sign the Agreement. The motion was seconded by Chair Maines. A vote was taken with all in favor.*

V. Discussion Items

1. Update on the Jail Roof Repair/Replacement Project

County Administrator Hart reported that he met several times with Sheriff Dennison, Chief Deputy Carroll, Finance Director Robinson, and Major Hinkley to discuss this project. The roof at the Jail was replaced ten years ago because there were some leaks. In 2018 money was budgeted for HVAC components at the jail that needed to be repaired or upgraded, and there was a small amount of money in the budget for the roof. Coastal Copper evaluated the rubber membrane roof who provided a quote to do some repairs or replacement on the existing roof. There have also been discussions about a full replacement of the roof. County Administrator Hart spoke with SMRT (David Lay) (who helped with on the security upgrade controls project inside the jail), who then spoke with Independent Roof Services who he has used in the past. On March 23rd they will do a test area, cut out a small section, inspect it and replace it. Screws are starting to pop up in different sections of the roof, which raised the question if the roof was glued initially or screwed down. There needs to be a visual inspection to see if any insulation is wet and needs to be replaced; replacing it would be an expensive project. The cost to do the test should be minimal, and they will provide a written report of findings and recommendations for repair or replacement. There will be a recommendation to the Commission about the type of RFP following this report.

2. Update on the Jail HVAC Repair/Replacement Project

Siemens reports that the HVAC system at the Jail is old, original equipment, and much of it needs to be replaced. County Administrator Hart recommends that the roof project be evaluated before discussing money for the HVAC system.

3. Update on Courthouse HVAC Project

Gary Robinson II from Siemens will be here tomorrow for a meeting with Maine Historical Preservation Commission and the Rockland Code Enforcement Officer to review the project. A few sub-contractors will attend as well. The equipment for the project has been ordered with a projected start date of May 1st, depending on the weather. A total of \$1,940,000.00 has been financed for the project at an interest rate of 3.7776%, with the first annual payment of \$169,959.39 on November 15th as budgeted.

VI. Other Business

- There was a forum on February 15th to discuss Community Airport Relations; Commissioner Parent attended that on behalf of the other Commissioners. The APAC meet last Monday, and talked about repairing the fence (different sections) facing Dublin Road and Ash Point Drive. Stan tech will be there and Jim Katsiaficas will attend as well. Based on recommendations from the meeting, the County may need to submit a plan to the Town of Owls Head Planning Board, and is recommending that Jim attend the meeting. County Administrator Hart will have a conversation with him prior to the meeting, as requested by Chair Maines.
- County Administrator Hart is still in the process of scheduling Union negotiations meetings. There are tentative meetings scheduled with Fraternal Order of Police to discuss wages. He is still trying to find acceptable dates for NCEU meetings in May or June.

VII. Adjourn

- *A motion was made by Chair Maines to adjourn the meeting. The motion was seconded by Commissioner Parent. A vote was taken with all in favor.*

The meeting adjourned at 2:52 P.M.

Respectfully submitted,

Wendy Galvin
Administrative Assistant

**The Knox County Commission approved these minutes
at their regular meeting held on April 10, 2018.**